

~~SECRET~~

~~CONFIDENTIAL~~

*Pers Ceilings*  
*11-1*

2 February 1954

MEMORANDUM FOR THE RECORD:

SUBJECT: Ceiling for Records Management Activity

On 2 February 1954, [REDACTED] and myself arrived at the following understanding concerning the Records Management Activity.

25X1A9a

a. 44 positions are to be transferred to the Management Improvement Staff from the General Services Office.

b. Subsequent to the transfer, the ceiling for this activity will be reduced from [REDACTED] positions.

25X9

c. The 2 positions thus obtained will be transferred to the DD/A reserve.

[REDACTED]  
Special Assistant to the  
Deputy Director (Administration)

25X1A9a

CC: [REDACTED]

25X1A9a

Document No.	055
No Change in Class.	<input type="checkbox"/>
<input type="checkbox"/> Declassified	
Class. Changed To:	TS S (C)
Auth.:	HR 70-2
Date:	NOV 20 1978
By:	03

~~SECRET~~  
~~CONFIDENTIAL~~